

COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp

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2019 OCT 30 PM 12:29

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the **Office of Public Records** in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Lydia Taylor

Employing Office/Committee: Senator Marsha Blackburn

Travel Expenses Paid by (List all sources): The Heritage Foundation

Travel Date(s): October 9th - October 11th, 2019

Description/Title of Attached Forms: RE - 2, RE-1, invitation letter RE-2, RE-1, invitation letter

Purpose of Amendment (describe the reason for amending original submission): forms missing and date correction

10-30-19

(Date)

Lydia Taylor
(Signature of Traveler)

Date/Time Stamp:

Name of Traveler: Lydia Taylor

Travel date(s): October 9th - October 11th, 2019

Destination(s): Baltimore, MD

Date/Time Stamp:

Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): The Heritage Foundation

Travel date(s): Wednesday, October 9 - Friday, October 11, 2019

Name of accompanying family member (if any): n/a

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$28.28	\$304 + tax	\$137.00	\$14
<input checked="" type="checkbox"/> Actual Amount				Educational tour, USCGC Taney

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	n/a	n/a	n/a	n/a
<input type="checkbox"/> Actual Amount				

☒ Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached agenda.

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10-30-19

(Date)

Lydia Taylor

(Printed name of traveler)

Lydia Taylor

(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

10-30-19

(Date)

Marsha Blackburn

(Signature of Supervising Senator/Officer)



August 7, 2019

Dear Lydia,

At the Emerging Leaders Conference, attendees will discuss issues confronting the next Congress, develop their leadership skills, and sharpen their knowledge of process, rules and procedure. An educational experience tailored to work on Capitol Hill, this conference also promises an excellent opportunity to grow your network among your colleagues and expand your impact.

1. Register with Heritage at <https://events.heritage.org/Leaders2019>
2. Submit the attached packet to the Ethics Committee
3. Fill out and submit the Employee Pre-Travel Authorization to the Ethics Committee

Please let me know if you have any questions, looking forward to having you with us this year.

W. P. B.

Thomas Binion
Vice President, Government Relations
The Heritage Foundation